

ADMINISTRATIVE NOTES

U.S. GOVERNMENT PRINTING OFFICE  
SUPERINTENDENT OF DOCUMENTS  
LIBRARY PROGRAM SERVICE

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NEW SENATE NUMBERING SCHEME

The United States Senate has devised a new numbering system which it will start to use for its publications originating in the 98th Congress. GPO's Classification and Cataloging Branch will incorporate the Senate's new system into the Superintendent of Documents' existing classification numbers for these publications.

The system builds on the one which has been in use for Congressional documents and reports, in which the number consists of the number of the Congress, followed by a hyphen and a 1-up number, i.e. 98-1, 98-2, etc. An abbreviated designation showing the type of publication will precede the numbering. Hearings will be designated by "S. Hrg.," committee prints by "S. Prt.," and miscellaneous publications by "S. Pub." Separate number sequences will be used for each type of publication.

Part numbers will be included in the numbering when hearings are issued in more than one volume or part, for example, "S. Hrg. 98-1, pt. 1." Hearings held during one Congress and printed in a subsequent Congress will be assigned a number corresponding to the Congress in which the hearing was held. Hearings held prior to the 98th Congress will not have a number assigned to them.

The new system will be incorporated into the SuDocs classification schedule as follows:

1. the class stem will remain the same as at present, that is, it will be assigned according to the first-named committee on the publication;

Examples: Y 4.Et 3/4:  
Y 4.Ar 7:  
Y 4.V 64/4:  
Y 4.B 85/2:

2. the designation showing the type of material and the numbering will follow the colon in the class stem.

Examples: Y 4.Et 3/4:S.hrg.98-1 (first hearing issued by the 98th Congress)  
Y 4.Ar 7:S.pub.98-1 (first miscellaneous publication)  
Y 4.V 64/4:S.prt.98-1 (first committee print)  
Y 4.B 85/2:S.hrg.98-2 (second hearing)

Numbering within any one class will not be sequential, since the numbers are not assigned according to committee.

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## FERC REPORTS

On April 3, 1981, the Government Printing Office surveyed the Federal Energy Guidelines, FERC Reports (item 0438-C) and the Federal Energy Guidelines, Statutes and Regulations (item 0438-C-01).

In August 1982, the records indicated that some issues in each set had never been distributed to depositories, and an arrangement was made with the Federal Energy Regulatory Commission to get this material to those libraries which select the appropriate item numbers.

The Library Division will supply further details in the next Administrative Notes.

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## FEDERAL REGISTER

Microfiche distribution of the Federal Register has begun. Unfortunately, this distribution did not start with the January 1, 1983, issue. However the Government Printing Office has made plans to distribute all missing issues for those libraries who selected microfiche, so they will have a complete set.

On Special Survey 82-101, which appeared on Shipping List 17,299, dated August 27, 1982, all libraries had the opportunity to select either paper (item no. 0573-C) or microfiche (item no. 0573-D), but not both. If no response was received from this Survey, your library should have continued to receive paper. If both formats were indicated on the scanning sheet that was returned, we chose paper for your library. Internal problems involving the proper mailing lists for each format, delayed the microfiche distribution longer than expected.

If any libraries are receiving the incorrect format, please inform us as soon as possible on the new Inquiry form, GPO Form Number 3794, or call (703) 557-9013.

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## SERIALS/PERIODICALS UPDATE

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|--------------------|--|
| A 93.43:(date)     | Agricultural Exports. Item 6-C. With the issue dated Nov. 29, 1982 the title reverted to Outlook for U.S. Agricultural Exports. Only one issue was published under the title Agricultural Exports (1979). The agency is not sure whether it will change again in the future. |
| A 105.24/5:(date)  | Potato Stocks. With Dec. 1982 the title changed to: Potatoes and Sweet Potatoes. Class changed to: A 92.11/11:(date). This title is issued monthly from Dec. to May.   |
| C 3.164:135/(nos.) | U.S. General Imports. Schedule A commodity by country. Item 144-A-2. Title changed with 1982 issues to U.S. General Imports and Imports for Consumption.   |
| C 55.119:(date)    | Worldwide Marine Weather Broadcast. Item 282-A. Title changed with 1982 to: Selected Worldwide Weather Broadcast.  |





- E 3.11/2-2:(date) Natural Gas Annual. Item 429-K-3. Until 1979 this publication bore two titles: Natural Gas, Annual and Natural Gas Production and Consumption. In 1979 only the latter title was given and a new class, E 3.38: was mistakenly established. In 1980 the only title given was Natural Gas Annual, thus constituting another title change. Both the 1980 and 1981 issues were classed in the E 3.38: class. We are currently changing all pubs. back to the original class, E 3.11/2-2:, under the title Natural Gas Annual.
- E 3.11/17-10:(date) Electric Power Annual. Item 435-E-18. With 1981 this continues: Power Production, Fuel Consumption and Installed Capacity Data, (E 3.11/17-4:(date), Item 429-T-52); and Electric Energy & Peak Load Data, Annual, (E 3.11/17-9:(date), Item 435-E-4).
- ED 1.211:(v.nos. &nos.) American Rehabilitation. Item 506-C-4. Frequency change from bimonthly to quarterly with Jan.-Mar. 1983.
- EP 1.67:(v.nos.&nos.) EPA Journal. Item 431-I-66. Frequency change from bimonthly to quarterly with Mar. 1983.
- LC 1.30/10:(v.nos. &nos.) Accessions List Southeast Asia. Frequency change from monthly to bimonthly with Jan.-Apr. 1982, Vol. 8, no. 1,2.
- PrEx 1.10/3-2:(v.nos. &nos.) Disabled USA. Item 766. Frequency change from monthly to quarterly with the winter 1982 issue.

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#### DISCONTINUED TITLES

- AA 3.9:(v.nos.&nos.) Synergist. Item 74-D-1. Discontinued with Vol. 11, no. 1, Spring 1982.
- D 1.53:(v.nos.&nos.) Concepts. Item 310-H. Discontinued with Vol. 5, no. 4, Autumn 1982.
- D 210.12:(v.nos.&nos.) Naval Research Logistics Quarterly. Item 407-B. Discontinued as a government publication with Dec. 1982. Beginning with 1983 published by John Wiley & Sons with the cooperation of the Office of Naval Research.
- GP 3.17:(v.nos.&nos.) Selected U.S. Government Publications. Item 556. Discontinued with Vol. 11, no. 8, Aug./Sept. 1982. Continued by: U.S. Government Books (GP 3.17/5:) and New Books (GP 3.17/6:)
- HE 20.8109/2:(v.nos. &nos.) Psychopharmacology Abstracts. Item 507-Z. Discontinued with last number of Vol. 19, 1981/82.
- HE 20.8227:(v.nos.&nos.) Direction. Item 467-A-19. Discontinued with Vol. 1, no. 1, Fall 1980.
- PrEx 2.11:(nos.) Statistical Reporter. Item 855-C. Discontinued with 82-3, Dec. 1981.
- S 1.101/10:(date) Government-Sponsored Research on Foreign Affairs. Item 869-D. Discontinued with Dec. 1981.



Y 3.N 88:26/(v.nos.      Program Summary Report. Item 1051-H-12. Superseded by:  
&nos.)                      Summary Information Report (Y 3.N 88:41:) with Vol. 4, no. 5,  
                                 May 1980.

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#### FOREST SERVICE CLASSIFICATION CHANGES

Several changes have recently been made which effect two groups of Forest Service publications. The first involves draft and final environmental impact statements and related publications. The second deals with State and Private Forestry publications.

In order to keep various publications on a national forest together we have expanded the scope of the classes A 13.92: and A 13.92/2:. These classes were established for final and draft environmental impact statements only. Proposed forest plans and summaries were classed in General publications, A 13.2:. Because these publications are so closely related and meant to be used together, we are now incorporating them into the two classes above. We have also included Wilderness Study Reports which are also closely related to the environmental impact statements.

The titles of the two classes have been changed to: A 13.92: Final environmental impact statements and related materials; and A 13.92/2: Draft environmental impact statements and related materials. We have dropped the use of numbers in the class. All publications are not cuttered. Publications on the same forest are separated by a word added to the cutter. For example, Draft Environmental Impact Statement, Pike & San Isabel National Forests: Comanche & Cimarron National Grasslands is classed: A 13.92/2:P 63/2. Land & Resource Management Plan, Proposed, Pike & San Isabel National Forests is classed: A 13.92/2:P 63/2/proposed.

Thus, the class A 13.92: will now include final environmental impact statements, final forest plans, and any summaries, etc. of final information. A 13.92/2: will include draft environmental impact statements, proposed plans, Wilderness Study Reports, and summaries of draft reports.

A new classification scheme has been established for the Forest Service's State and Private Forestry publications. The majority of these publications are issued in four series: Forestry Reports, Forestry Bulletins, Miscellaneous Reports, and General Reports. These were classed in A 13.102: (and related classes), A 13.105:, and A 13.106: (and related classes). Publications which were not issued in series were classed with various Experiment Station general publications.

State and Private Forestry publications have no relation to Experiment Station reports. Also, the series classes were not established in any clear pattern. Thus, we have decided to set up a completely separate class that will keep all State and Private Forestry publications together. The old classes have been discontinued. We will not reclass any publication already in these classes.

We have also investigated the publications of the various regions of the Forest Service. The Forest Service has informed us that they are hoping to issue all of these publications in series in the near future. Thus, we will wait to hear more from them before taking any action on regional publications.





## SOVIET ACQUISITION OF WESTERN TECHNOLOGY

Soviet Acquisition of Western Technology, PrEx 3.2:So 8, Item Number 856-A-2 was distributed on Shipping List 17,711-S dated January 20, 1983, as "Paper/Microfiche Distribution." Operation Exodus has reprinted the publications and a limited number of paper copies are now available for those selecting libraries that have already received the microfiche.

If you, as a depository, desire to receive this special offer, return this form properly marked with your library number and address to:

Western Technology  
U.S. Government Printing Office  
Library Division (Mail Stop: SLLA)  
5236 Eisenhower Avenue  
Alexandria, Virginia 22304

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### PROBLEM SOLVERS

Depository librarians are encouraged to use GPO form #3794, entitled "Depository Library Request for Information", when the following routine problems are encountered:

- 1) Classification Inquiry
- 2) Item Number Inquiry
- 3) Monthly Catalog Inquiry
- 4) Claim Inquiry
- 5) Publication Inquiry
- 6) Daily Depository Shipping List Inquiry
- 7) Any problem where time is not of the essence

The following list of phone numbers are being supplied, for the use of depository librarians, when time is of the essence. Some examples of critical problems where a phone call is necessary are:

1. When you miss a whole box of depository material... please call 557-7670. (Area Code 703)
2. When you begin to miss a specific item number of material from different shipping lists... please call 557-9026. (Area Code 703)
3. When you start to receive another library's material... please call 557-7670. (703)
4. If the number of publications (microfiche or paper) missing from your shipments all of a sudden doubles... please call 557-7670. (703)

These are a few examples of problems where one quick phone call may be able to save you, GPO and another library a lot of time and money. Thank you for your cooperation.

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Following are the new classes for State and Private Forestry publications. The series will be treated similarly to the Experiment Station series by the use of letters to distinguish the areas of State and Private Forestry. Any questions or comments concerning these changes should be addressed to: Chief, Cataloging Section 1, Library Division, USGPO, 5236 Eisenhower Avenue, Alexandria, VA 22304.

A 13.110: State and Private Forestry  
A 13.110:(CT) State and Private Forestry: General publications  
A 13.110/3-8: State and Private Forestry: Reserved  
A 13.110/9: State and Private Forestry: Forestry Reports (Series)  
(letters-nos.)  
A 13.110/10: State and Private Forestry: Forestry Bulletins (Series)  
(letters-nos.)  
A 13.110/11: State and Private Forestry: Miscellaneous Reports (Series)  
(letters-nos.)  
A 13.110/12: State and Private Forestry: General Reports (Series)  
(letters-nos.)

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#### NATIONAL UNION CATALOG

The new Library of Congress National Union Catalog in microfiche format is a cooperative publication. It is described in Section 1903 of Title 44 as a publication "which must necessarily be sold in order to be self-sustaining." Since this is a cooperative publication GPO does not have the authority to require copies from the agency nor make distribution to the U.S. Depository Libraries.

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#### INACTIVE ITEMS

The "Inactive or Discontinued Items from the 1950 Revision of the Classified List" was last revised in March 1981. This list was distributed to all depository libraries under GP 3.24:981/app.

We plan to revised this listing in late 1983.

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#### TORN SHIPPING LISTS

GPO has had several complaints on shipping lists being torn when they are packed into the shipping boxes and complaints on missing shipping lists. Since the Depository Library Council may suggest and advise the Superintendent of Documents of any alternatives, please notify the Council members of your suggestions/preferences before the Spring Council Meeting. GPO is attaching a list of the Council members' names and addresses in this Administrative Note for your convenience.

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